**Report of the**
MOBIUS Annual Conference Planning Advisory Committee
February 18, 2010

Submitted by: Erin Leach

**This report covers tasks and activities undertaken during the period January 1, 2010 through February 10, 2010 and provides an overview of scheduled activities for the period February 19, 2010 through April 16, 2010.**

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**Date of last meeting:** 28 January 2010
**Date of next meeting:** 14 April 2010

**Recommendations to Executive Committee:**

- Adoption of the Duties Breakdown procedure
- An addition to the MACPAC charge that allows a 'chair elect' to be voted on and installed before the Annual Conference.

**Action Items Completed:**

- Fifty-eight conference proposals were submitted. Thirty-three presentations and three forums were selected as the final conference program. Additionally, seven poster proposals were submitted and all were accepted. MCO sent out acceptance emails to people whose proposals were accepted.
- A call for door prizes has been distributed and the subcommittee has already several positive responses.

**Action Items In-progress/Pending:**

- Acceptance of door prizes
- Call for Share Fair

**Announcements:**

- MACPAC's next meeting will be held virtually using MCO's webinar software. This is new for MACPAC, as all previous meetings have been held face-to-face in Columbia.